



HTML

Overview

The skills and knowledge covered in this publication are sufficient to design, create and format web pages using HTML and includes adding graphics and layout techniques

Target Audience

This publication is primarily designed for people who need to know how to use the HTML to create and modify web pages.

Pre-requisites

This publication assumes no prior knowledge of HTML. However, it would be beneficial to have a general understanding of personal computers and the Windows operating system as you will be required to start applications, work with and copy files, and locate file folders.

Objectives

At the completion of Using HTML An Introduction you should be able to:

- understand how to create and work with a simple HTML document
- apply basic text formatting
- create links in a HTML document
- apply a range of text formatting techniques
- create a variety of text lists
- include images in HTML documents
- create tables
- use colour codes to apply colours to various web page elements
- create forms for data entry
- create and use simple cascading style sheets
- use special effects in HTML
- understand some publishing issues for HTML documents
- apply frames in appropriate situations

Course Duration is 9 hrs

* Approximate duration should be used as a guide only. Actual duration will depend upon the skills, knowledge, and aptitude of the participant

Contents

The course focuses on practical work within the HTML course giving learners ample opportunity to use their newly acquired skills through a series of graded exercises.

1. HTML Basics
 - Basic HTML Concepts
 - Creating A Simple HTML Document
 - Viewing An HTML Document
 - Editing An HTML Document
 - Printing An HTML Document
2. Basic Text Formatting
 - 2.1 Creating Headings
 - 2.2 Creating Simple Paragraphs
 - 2.3 Applying Bold And Italics
 - 2.4 Creating Horizontal Lines
 - 2.5 Creating Comments
3. Links
 - 3.1 Creating A Text Hyperlink In A Document
 - 3.2 Creating A Hyperlink Using Existing Text
 - 3.3 Creating A Menu For A Web Page
 - 3.4 Creating A Link To A File
 - 3.5 Creating A Link To A Web Site
 - 3.6 Creating A Link To An E-Mail Address
4. Text Formatting Techniques
 - 4.1 Aligning Text
 - 4.2 Using ALIGN With Div
 - 4.3 Specifying Typeface
 - 4.4 Applying Colours Using Colour Names
 - 4.5 Creating Addresses
 - 4.6 Using Special Characters
 - 4.7 Creating Quotations
5. Text Lists
 - 5.1 Creating Unordered Lists
 - 5.2 Creating An Ordered List
 - 5.3 Mixing List Styles
 - 5.4 Creating Definition Lists
6. Images
 - 6.1 Image Formats
 - 6.2 Creating In-Line Images
 - 6.3 Aligning Text And Images
 - 6.4 Using Images For Internal Navigation
 - 6.5 Using Images As Buttons
 - 6.6 Using Images As Links To Images
7. Tables
 - 7.1 Creating A Simple Table
 - 7.2 Using An Image Background And Font Colour
 - 7.3 Creating Multiple Rows And Columns
 - 7.4 Table Project
 - 7.5 Aligning Text In Cells
 - 7.6 Applying Cell Padding
 - 7.7 Adding Titles To Tables
8. Colour
 - 8.1 Colour Codes In HTML
 - 8.2 Applying A Colour Background
 - 8.3 Applying Colour To Links
 - 8.4 Applying Colour To Lines
 - 8.5 Applying Colour To Tables
9. Forms
 - 9.1 Creating Text Input Fields
 - 9.2 Creating Radio Buttons
 - 9.3 Creating Checkboxes
 - 9.4 Creating A Pull-Down List
 - 9.5 Creating A Scrollable List
 - 9.6 Creating A Comments Field
 - 9.7 Creating Reset And Submit Buttons
 - 9.8 Creating A Table For A Form
 - 9.9 Form Table Project
 - 9.10 Creating A Link To A Form Page
10. Cascading Style Sheets
 - 10.1 Creating An In-Line Style
 - 10.2 Creating An Embedded Style
 - 10.3 Creating Classes
 - 10.4 Creating Pseudo Classes
 - 10.5 Creating IDs
 - 10.6 Creating & Applying An External CSS
 - 10.7 Applying CSS To Web Pages
 - 10.8 Creating Margin Settings
11. Special Effects
 - 11.1 Behind An Image Map
 - 11.2 Using An Image Map
 - 11.3 Creating A Marquee
 - 11.4 Creating Rollover Effects Using Event
 - 11.5 Scripts
 - 11.6 Rollover Effects Project
 - 11.7 Adding A Clock Using JavaScript
 - 11.8 Using A Java Applet
12. Preparation & Publishing
 - 12.1 Providing Index Information Using META
 - 12.2 Plug-Ins & Helper Applications
 - 12.3 Tests For Web Sites
 - 12.4 Checking Your Web Site
 - 12.5 Your Web Site Host & Beyond
 - 12.6 Markup Language Terminology
13. Frames
 - 13.1 How Frames Display Content
 - 13.2 Frames, Menus & Targets
 - 13.3 Creating Framesets
 - 13.4 Creating A No Frames Alternative
14. Concluding Remarks